

	<b>Saskatchewan Health Regional Health Services Policy &amp; Procedure Manual</b>	<b>Status:</b> Current
		<b>Effective Date:</b> January 2007
<b>Approved By:</b> Regional Policy Branch		<b>Page:</b> 1 of 1
<b>Section:</b> Finance		<b>Branch Contact:</b> 787-3052
<b>Title:</b>	<b>APPROVAL TO SELL, LEASE, OR OTHERWISE DISPOSE OF PERSONAL PROPERTY</b>	

**INTENT:**

To provide direction to regional health authorities and affiliates regarding the selling, leasing, or otherwise disposing of personal property, and to outline the specific requirements when requesting approval to do so.

**LEGISLATIVE AUTHORITY:**

*The Regional Health Services Act, Sections 30 and 39*

*The Regional Health Services Administration Regulations, Sections 4 and 9*

**POLICY:**

A regional health authority or an affiliate shall obtain the approval of the Minister of Health before selling, leasing, or otherwise disposing of personal property where the value of the interest exceeds a prescribed amount.

For the purpose of this section personal property includes capital equipment, computer hardware, and software.

For the purpose of this section, “value” means “net carrying value” as per section 4430.05 in the Canadian Institute of Chartered Accountants Handbook.

The prescribed amount is \$50,000.

Every regional health authority and affiliate shall complete and submit a formal request for approval to sell, lease, or otherwise dispose of personal property.

In addition, an affiliate shall indicate whether it has consulted with the regional health authority, as well as the nature of the consultation regarding the selling, leasing, or otherwise disposing of said personal property.

The above information shall be provided to:

Director  
Capital Asset Planning  
Regional Policy Branch  
Saskatchewan Health  
3475 Albert Street  
REGINA SK S4S 6X6